

**NEVADA BOARD OF EXAMINERS
FOR
LONG TERM CARE ADMINISTRATORS
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LAS VEGAS, NEVADA 89108
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**NOTICE
TO
RESIDENTIAL CARE/ASSISTED LIVING APPLICANTS**

**COMMENCING JULY 1, 2007, ALL APPLICANTS WILL BE REQUIRED TO PARTICIPATE IN AN
“ADMINISTRATOR-IN-TRAINING” (AIT) PROGRAM PRIOR TO RECEIVING LICENSURE AS PART OF
THE APPLICATION PROCESS AND WILL REQUIRE ALL APPLICANTS TO PARTICIPATE IN THE BOARD-
APPROVED AIT PROGRAM.**

**THE AIT PROGRAM WILL CONSIST OF TRAINING BY PRECEPTORS/MENTORS WHO SPECIALIZE IN
THE “5 DOMAINS OF PRACTICE”, I.E.:**

- 1. ADMINISTRATION LEADERSHIP AND GOVERNANCE;**
- 2. HUMAN RESOURCES MANAGEMENT;**
- 3. PERSONAL SERVICES / *RESIDENT SERVICES MANAGEMENT AND ACTIVITIES*;**
- 4. BUSINESS OFFICE/FINANCIAL MANAGEMENT;**
- 5. DIETARY; AND**
- 6. THE STATUTES AND ADMINISTRATIVE CODES FOR LONG TERM CARE ADMINISTRATORS AND FACILITIES IN THE STATE OF NEVADA PRESENTED BY THE BUREAU OF LICENSURE & CERTIFICATION, DIVISION FOR AGING SERVICES AND BOARD OF EXAMINERS FOR LONG TERM CARE ADMINISTRATORS (BELTCA).**

ADDITIONALLY, IT IS MANDATORY THAT THE APPLICANT COMPLETES THE AIT PROGRAM PRIOR TO APPLYING, TAKING AND PASSING THE NAB NATIONAL EXAMINATION PRIOR TO RECEIVING THE TWO-YEAR ADMINISTRATOR’S LICENSE. EFFECTIVE MAY 15, 2009, AT THE BOARD’S DISCRETION, NO PROVISIONAL LICENSES WILL BE ISSUED PRIOR TO COMPLETING THE AIT PROGRAM.

THE FEE FOR THIS ADDITIONAL MANDATORY TRAINING WILL BE \$400.00 PER APPLICANT IN ADDITION TO THE FEES FOR NEW STUDY MATERIALS AND APPLICATION FEES. TRAINING SESSIONS WILL BE HELD ALTERNATELY IN NORTHERN NEVADA AND SOUTHERN NEVADA. APPLICANTS WILL BE NOTIFIED OF DATES, TIME AND LOCATION. THERE WILL BE NO EXCEPTIONS.

THE PURPOSE OF THESE BOARD-APPROVED AND INCREASED TRAINING SESSIONS IS TO MAKE CERTAIN THAT ALL ADMINISTRATORS ARE KNOWLEDGEABLE, CAPABLE AND SKILLED IN CARING FOR THE VULNERABLE ELDERLY IN NEVADA AND ELSEWHERE, AND TO AVOID ELDER ABUSE AND NEGLECT AND DEFICIENCIES WHEN SURVEYED BY THE HEALTH DIVISION.

Revised May 13, 2009